G. R. S. 58]

*Previous references.*

$ 1A 39-12 dt 1. July 1912 1915-16
( S.F. )

File No. 108-15

Serial Nos. 1 and 2

*Later references.*

G.R 438-15 (1-5)
S.F. 155-16 dt 18 Feby 17
S.F 2424 of 16 dt 1 and 2 May 1917
Dec 1-9-15

P 20-E

# GENERAL AND REVENUE SECRETARIAT.

---

*Serial Nos.* 1 and 2

**Part B for** July 1916.

---

SUBJECT.

Comptroller's objection to the audit office taking the initiative in the matter of increments which fall due to Govt. officers from time to time.

---

$ 1. Proposal-

With reference to G.O. No. R 3559-907/Fin. 117- dated 4th October 1915 laying down that the audit office should authorize the drawing of increments by all officers whose appointments on progressive are sanctioned by Govt. and that the audit offi should take the initiative in each case, sta that this will involve much additional wo for the audit office & suggests the proper c to be adopted in the matter & requests modi of the Govt orders as far as it relates to this fa

$ 2. His order:- directs that Heads of Departm should take timely action in setting down thi

W D 1351—GPB—20,000—13-12-16

G. R. S. 58]

*Previous references.*

$ LA 39-12 dt 1. July 1912 1915-16
( S.F. )

File No. 108-15

Serial Nos. 1 and 2

*Later references.*

(R 438-15 (1-5)
S. Fr. 155-1655 dt. 8. Feby 17
S.724 of 16 dt 1 and 2 May 1917
Dec 1-9-15

P 20-E

# GENERAL AND REVENUE SECRETARIAT.

---

*Serial Nos.* 1 and 2

**Part B for** July 1916.

---

SUBJECT.

Comptroller's objection to the audit office taking the initiative in the matter of increments which fall due to Govt. Officers from time to time.

---

$ 1. Proposal.

With reference to G.O. No. R 3859-907/S.dt 117-15
dated 4th October 1915 laying down that the audit
Office should authorize the drawing of increments
by all officers whose appointments on progressive pay
are sanctioned by Govt. and that the audit office
should take the initiative in each case, states
that this will involve much additional work
for the audit office & suggests the proper course
to be adopted in the matter & requests modification
of the Govt orders as far as it relates to this part.

$ 2. The order:— directs that Heads of Departments
should take timely action for getting sanctions

W D 1351—GPB—20,000—13-12-15

and treat the Audit office [illegible] bring to notice cases of delay.

Yr. faithfully
Welch
9-8-1916.

G. R. S. 11] 1915.

GENERAL AND REVENUE SECRETARIAT.

( G-F- )

NOTES.

File No. 408 g 15-

FILE HEADING.

Comptroller's objection to the Audit Office taking the initiative in the matter of ~~granting~~ increments which fall due by efflux of time

From

The Comptroller, Nyasaland

No. 3758 Dated 22. 11. 15 Received 24. 11. 15
23 25

| Diary No. | Enclos. | Spare Copies. | Serial No. |
|---|---|---|---|
| 1409 | | | / |

S.A. 409

BRIEF ABSTRACT OF LETTER.

Writes reference to G.O. No R. 3859-907/ F-117-13-4 dated 4th Oct 1915 saying that the Audit Office should authorize the drawing of increments by all officers whose advancements or progressive pay are fixed by efflux of time in accordance with the increments are fixed by them by efflux of time and that Audit Office should take the initiative in each case, stating that this will involve much additional work from Audit Office & suggesting the proper course to be adopted in each case the matter & requesting modification of the G.O. as far as it relates to this matter.

NOTES AND ORDERS.

1) The (F-) file of Br I relating to this matter is put up

Submitted for orders

26/11/15

2) For Progressive appointments The

NOTES—First Sheet.

GPB—20,000—3-2-11

General and Revenue Secretariat.

File No. [illegible] of 191 5

Serial No.

ordinary rule is that the Comptr shall authorise the payment of increments of his own accord and for this purpose he has to keep an 'increment register'. It is not clear how he will have additional work if instead of intimating the increment to the Treasury and other officer concerned, he intimates about the fact that the increment is due. In either case the increment Regr is to be maintained.

Please)

Hg.
30.11.15

A/c S.A.D.

3) Please bring up & discuss after careful study.

M
2/12

P.I.O.

7.8

NOTE—Contn. sheet.

GPB—20,000—30-6-15.

General and Revenue Secretariat. | File No. [illegible] of 191[illegible].

Serial No.

a) I discussed the question with the Comptroller and I submit the following note for information.

b) The new procedure throws extra work on this office as explained below. Under the orders now passed we have to take the initiative in each case in good time. That means, every month or so, we must take down from the increment register the names of officers whose increments fall due within the next 2 or 3 months and send up those names to Govt. But when this is done, the salary bills of the previous month and current month of the officer or officers concerned will not have been audited so that our intimation to Government will not be equal to a certificate of uninterrupted service in respect of the last 3 or 4 months of service which ought to be taken into account in granting the increment. This fact will render it necessary for the Government to ask us once again to verify the officers' services just before sanctioning the increments as they are doing now in the case of Forest Officers, the sanctioning of whose increment was reserved by Government by special orders. It may be pointed out here that even in the case of Forest Officers this office was not taking the initiative.

c) Thus it will be seen that the new procedure has thrown upon us additional work in two ways. First in asking us to take the initiative in every case

NOTE—Contn. sheet.

GPB—20,000—30-6-15

Serial No.

case and secondly in asking us to verify the uninterrupted service once again finally before sanctioning the increment. And even after the increment is sanctioned there remains the work of authorising the officer or officers concerned to draw the enhanced pay from the due date at the proper treasury. The second procedure can be dispensed with in case we are allowed to take the initiative one or two months after the date on which the increment falls due. But this would put off the date of sanction thereto by nearly 4 months.

7) The increment register is as per standing orders always maintained; but the additional work we are complaining of lies in the correspondence work which does not appear to be quite necessary.

8) The proper procedure appears to be that the officer concerned ought to take the initiative and the recommendation ought to come through the head of the department. The Government then may ask us to verify the uninterrupted service before according sanction. Even if the order is modified according to this suggestion of ours, there is more work than before, necessitated by the unofficial reference for the verification of uninterrupted service.

9) The scope of article 80 has been fully discussed by the Financial Secretary in S&A.39-12 and his

NOTE—Contn. sheet.

GPB—20,000—30-6-15

Serial No.

his opinion thereon has virtually been approved by His Highness. It is a pity, it was not prominently brought to the notice of Government in deciding the question again in a way contrary to the recorded opinion of His Highness. If it had been done so it would not have gone to His Highness again, I think.

S Venkatarangam
Asstt: Comptroller.

7-12-'15.

Compr).

15) I am respectfully of opinion that the Dewan Saheb's submission note of 2nd Septr 1915 and H. H.'s order of 6.9.15 should be resubmitted to H. H. The very same subject was considered and clear orders of H. H. were communicated in Mr. Campbell's D.O. of 4th July 1912. In fairness to those whose views were upheld in 1912, the present decision should have been brought to H. H's notice in a prominent manner in the submission note of 2nd Septr 1915.

Flag K

Flag D

11) My note of 12.3.11 in the file of 1912 and that of 16.7.14 in the

Flag F

NOTE—Contn. sheet.

GPB—20,000—30-6-15

Flag M

. R. S. 12]

General and Revenue Secretariat. | File No. [illegible] of 191 [illegible]

Serial No.

year's
current file may kindly be considered.

12) The Asst. Comptroller's note dated 7.12.15 clearly shews how the order in question will throw a great deal of additional work on my overworked office without any appreciable benefit.

13) I earnestly solicit the favour of a reconsideration of the matter. As decided by H. H. the Maharaja after full consideration in 1912, the present practice may be allowed to continue.

8/12/15

Has K

(2nd member)

14 I think that the later order is correct. Only the portion that requires the initiative to come from the Audit Dept. seems to be unnecessary & may perhaps be altered.

15 The omission to refer to the previous order of His Highness seems to have been an accident.

DEwan

20/12/15

Dm 22/12

NOTE—Contn. sheet.

3246
22.12.15

GPB—20,000—30-6-15.

G. R. S. 12]

General and Revenue Secretariat. | G.F. File No. 108 of 1915-16

Serial No. 3246

16 I agree that the Administrative Department concerned is the proper authority for sanctioning increments in the case of officers drawing progressive salaries.

17 As regards the Department that should take the initiative in giving or stopping promotions, the Head of the Department in which the officer is employed and the Secretariat concerned should be jointly responsible for taking action at the proper time. The former should initiate proposals and the Secretariat should remind the Department if they are not received in proper time.

18 The Audit Office should have the power to bring to the notice of the Head of the Department concerned cases of delay in making the references. It may also bring delays to the notice of Government.

19 A draft on these lines may kindly be put up for consideration in Council.

20.1.16 LC Draft 21/1

Dr 22

Draft submitted for approval
U.24/1/16 DMM 25.1.16. Tidy draft may be put up HE 26.1.16

Tidy draft submitted
M.26/1/16 DMM (Sister) HE 27.1.16

22 MM

Sec'd The Govt see 12/2 as the Dewan wants [illegible] in Council MM 14/2

NOTE—Contn. sheet.

GPB—20,000—30-6-15.

8

G. R. S. 12]

General and Revenue Secretariat.

File No. 108 of 1915-16

Serial No.

24 submit Secy
for
20/2/16

25 The draft order may be approved.
1/3/16

26 approved.
13.3.16.

27 After discussing the matter again with the Govt Secy I think that responsibility for initiating should rest with the head of the Deptt only. The Secty should be responsible for obtaining & issuing early orders.
24/4

P.T.O.

NOTE—Contn. sheet.

Extract from the Proceedings of the 382nd Meeting of the Council of His Highness the Maharaja, held at Bangalore, on the 3rd May 1916.

---

6. SUBJECT.-(Clause viii of the Schedule).

28. Draft Government Order directing that the Head of the Department and the Secretariat concerned should be jointly responsible for taking timely action in regard to the grant of increments to officers on progressive pay and that the Audit Office should bring to notice cases of delay.

OPINION OF COUNCIL.

29 The Head of the office may be held responsible for taking the initiative well beforehand.

30 The proposals should be submitted to Government through the Audit Office.

31 The Audit office should bring delays to notice.

32 "EXTRACT."

Sd. M. Visvesvaraya,
Dewan of Mysore.

D. M. Narasimha Rao 4/11
Secretary to Government,
General Department.

W. D. 1364—GPB—500- 14-12-15

1609

10

G. R. S. 12]

General and Revenue Secretariat.

97 File No. 105 of 1915.

Serial No.

33. Extract from the Proceedings of the Council is put up.

Forwarded with compliments to the Secretary to Government, Financial Department, for favour of necessary further action.

By Order

D. M. Narasimha Rao

*Secretary to Government,*
*General Department,*

1701

Ms fm

34. For a revised draft & d.s.n.

M 10/5

MN

d. issd Dis & Sub r. 35 & 36 16/5

35. Revised draft-order & subordinate may be put up

Hg 16/5

36. The draft order is so worded as to make it applicable only to Gazetted officers. This will set at rest the ~~Govt's~~ doubt raised by the Comptr (in a separate reference) as to whether the order is to apply to only Gazd officers or also to non Gazd officers whose pay is not less than Rs. 100. It is obviously not-expedient to insist on the cases of all non-Gazd officers coming up to Govt.

d R:38-N Q Cash 2 61258, 6/5/16 This file is also linked to this

I agree M. 17/5

Hg. 17-5-16

Please)

Dhwani)

M 17/5

NOTE—Contn. sheet.

W D 2382—GPB—500—20-3-16

6201

18.5.16

# Submitted to His Highness.

37 The question whether increments to Gazetted officers on progressive pay should be sanctioned by the Government in each case or whether they could be passed automatically by the Audit Department in the absence of specific orders of Government to the contrary was considered in File Ft.117-13 and according to the Submission Note and His Highness' orders therein, Government Order No.R.3859-907/ft.117-13 dated 4th October 1915 was issued directing that in the case of all officers whose appointment is sanctioned by Government the Audit Office should (1) authorise the drawing of increments only on the sanction of Government in the Administrative Department concerned and (2) take the initiative and make a reference in good time to Government in the Administrative Department seeking orders.

38 2. The Comptroller now represents that the second portion of the above Government Order of 4th October 1915 entails much additional work on his office, that the proper course would be for each officer to claim the increment as it falls due, through the Head of the Department in which he is serving and that this part of the Government Order may be suitably revised.

39 3. The First Member of Council is of opinion that the order of 4th October 1915 is correct but the portion requiring the initiative to come from the Audit Department is unnecessary and may be altered.

40 4. The subject was considered by the Council who are of opinion that ;

(i)

(i) the Head of the office may be held responsible for taking the initiative well beforehand;

(ii) the proposals should be submitted to Government through the Audit Office; and that

(iii) the Audit Office should bring delays to notice.

*draft for approval

6. A draft* order in accordance with the opinion of the Council is submitted for His Highness' gracious approval.

pm

A. Vijayaraghavan
5th July 1916.

LP&D

1409

Record of Cases submitted for the Orders of His Highness the Maharaja

## *Subject.*

42 *Draft order in the matter of taking timely action in regard to the grant of increments to officers on progressive pay.*

No. 5336
5.7.16

36.

43 *Order.*

~~KRW~~

7/7/16

44 Fin. (Sanctn)
8.7.16

F (Secy)

MS 7/7
45 Home m
11/7

Issued herewith

14

G. R. S. 12]

General and Revenue Secretariat.

File No. 108 of 1915.

| Serial No. | |
|---|---|
| 2 | To<br>The Comptroller<br>The Heads of Departments<br>The branches of the Secretariat<br>No. Jh. 408-57 dt. 5-7-1916<br><br>Directs that Heads of Departments should take timely action for getting sanction to the increments of officers on progressive pay and that the audit office should bring to notice cases of delay. |

NOTE—Contn. sheet.

GPB—70.000—17-12-15

DIARY No. 1409

It is requested that in future communications on the subject, the No. and date of this letter, and the distinguishing letters below the number as given opposite, may be quoted and addressed to the Comptroller, Mysore Government.

the communications

SECTION: 9-7

FILE NO. 108-15

No. 3758
S.A.409

OFFICE OF THE COMPTROLLER, MYSORE GOVERNMENT,

*Dated Bangalore, the* 22nd November 1915.

FROM

Rajamantrapravina Diwan Bahadur
J. S. CHAKRAVARTI, Esq., M.A.,
F.R.A.S., etc.,
*Comptroller to the Government of*
*His Highness the Maharaja of Mysore.*

To

The *Secretary to the Government of Mysore,*
*Financial Department.*

SIR,

With reference to Government Order No. R.3859-907/Ft.117-13-14 dated 4th October 1915, laying down that the Audit Office should authorise the drawing of increments by all officers whose appointments on progressive pay are sanctioned by Government only after the increments are sanctioned to them by Government in the Administrative Department, and that the Audit Office should, however, take the initiative and make a reference in good time and ask for the orders of Government, I have the honor to state that it would involve much additional work for the audit office to take the initiative in each case, and that the proper course would be for each officer to claim the increment concerned as it falls due through the head of the department in which he is serving and for the heads of the departments to make recommendations in cases in which they think the increments claimed have been earned by approved service. I therefore request that the orders of Government may be obtained to modify this part of the order accordingly

I have the honor to be,
Sir,
Your most obedient servant,

J. S. Chakravarti
Comptroller.

SAM.

22/11/15

Rec.—Gl. 17]

.....Department.

1915.

FROM

J. S. CHAKRAVARTI, ESQ., M.A.,
F.R.A.S., etc.,
*Comptroller to the Govt. of*
*H. H. the Maharaja of Mysore.*

To

.....~~Esq.,~~

*Secretary to the Govt. of Mysore,*
Financial .....*Dept.*

Dated 23

Despatched November 15—

Received

No. Fin 407.

Subject matter.

Requests to modify
Govt Order No. R 385-9-907
Fl 117-13-14
re the grant of
increments by all officers
whose appointment on
Progressive pay are
sanctioned by Govt

S. O. 1

Increments.

No. R. 3859-907—Ft. 117-13-14, dated 4th October 1915.

PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

GENERAL AND REVENUE DEPARTMENTS.

Read—

Letter No. 7688, dated 29th May 1914, from the Comptroller to Government, requesting orders as to whether the Audit office may, as usual, authorize officers holding appointments carrying progressive pay to draw increments when they fall due, or whether Government sanction is necessary in each case as the increment falls due and if the latter, whether the rule should be followed in the case of only the officers of the Forest Department or it should be regarded as of general application.

**Order No. R. 3859-907—Ft. 117-13-14, dated 4th October 1915.**

Government consider that the power to sanction or withhold such increments according as the service rendered by the officer is approved or otherwise, vests with the authority which makes the appointment, and direct that in the case of all officers, whose appointments on progressive pay, are sanctioned by Government, the Audit office should authorise the drawing of increments only on the sanction conveyed by Government in the Administrative Department concerned. The Audit office should however take the initiative and make a reference in good time and ask for the orders of Government.

V. R. THYAGARAJA IYER,
*Secy. to Govt., Rev. Dept.*

To—The Comptroller to Government.
The Heads of Departments.
The Deputy Commissioners of Districts.

Exd.—C. R.

# Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

## G. O. No. R. 3859-907—Ft. 117-13-14, dated 4th October 1915

Increments.

Directing that — should be allowed to officers holding progressive rates of pay, only on the sanction of the authority competent to make the appointment.

W. D. 666—GPB—12-10-15—400

No. Fl. 408-57—G. F. 108-15-2, dated 15th July 1916.

## PROCEEDINGS OF THE GOVERNMENT OF HIS HIGHNESS THE MAHARAJA OF MYSORE.

## GENERAL AND REVENUE DEPARTMENTS.

READ AGAIN—

Government Order No. R. 3859-907—Ft. 117-13-14, dated 4th October 1915, directing that increments to officers on progressive pay should be authorised by the Audit Office, only on the sanction conveyed by Government in the Administrative Department concerned, and that the Audit Office should take the initiative and ask for orders of Government in good time.

READ—

Letter No. 3758, dated 22nd November 1915, from the Comptroller, representing that it would involve much additional work to the Audit Office, if it should take the initiative in each case, that the proper course seems to be, for Heads of Departments to make recommendations to Government in cases where increments are earned and that this part of the Government Order read above, may be modified.

### Order No. Fl. 408-57—G. F. 108-15-2, dated 15th July 1916.

On reconsideration and in modification of Government Order of 4th October 1915, read above, in regard to the grant of increments to officers on progressive pay, Government are pleased to direct as follows:—

(1) Increments of Gazetted Officers holding progressive appointments should be paid only, after they are sanctioned by Government in the Administrative Department.

(2) The Head of the Office or Department in which the officer is working should be held responsible for taking initiative in the matter in good time, and for making a reference to Government.

(3) The proposals of the Head of the Department should be submitted to Government through the Audit Office.

(4) The Audit Office should bring delays to the notice of Government.

J. S. CHAKRAVARTI,
*Financial Secretary to Government.*

To—The Comptroller to Government.
The other Heads of Departments.
The Branches of the Secretariat.

Exd.—C. R.

# Government of His Highness the Maharaja of Mysore.

GENERAL AND REVENUE DEPARTMENTS.

## G. O. No. Fl. 408-57—G.F. 108-15-2, dated 15th July 1916

**Increments of Officers on Progressive Pay.**

Directs that Heads of Departments should take timely action for getting sanction to the — and that the Audit Office should bring to notice cases of delay.

W. D. 199—GPB —27-7-16—495

G.R.S. 28]

Re increments to Gazetted Officers Revised

4 Copies

G7 File No. 108-16

Serial No.

Diary No. of letter replied to 1409

*Proceedings of the Government of His Highness the Maharaja of Mysore*

GENERAL AND REVENUE SECRETARIAT.
( G.7. )

, the 191

Date of issue 15-7-16

Signed by W Shamanna

Paper under disposal

READ Again

G.O.No.R.3859-907/7-117-13-14 dy 4.10.1915

directing that increments to Officers on progressive pay should be authorised by the Audit Office only on the sanction conveyed by Govt in the administrative Deptt concerned and that the Audit Office should take the initiative and ask for orders of Govt in good time

ORDER THEREON. No.

Read: Letter No. 3758 dy 22. Nov. 1915 from the Comptroller representing that it would involve much additional work to the Audit Office if it should take the initiative in each case, that the proper course seems to be for Heads of Depts to make recommendations to Govt in

over.

SUBJECT.

GPB—50,000—1-12-12

Cases where increments are earned and that this part of the Govt order read above may be modified.

Order thereon. No H 408-57 of 15th July 16

On reconsideration and in modification of G.O. of 4th Oct 1915 read above in regard to the grant of increments to Officers on progressive pay Govt are pleased to direct as follows:-

(1) Increments of Gazetted Officers holding progressive appointments should be paid only after they are sanctioned by Govt in the Administrative Deptt.

(2) The Head of the Office or Deptt in which the Officer is working should be held responsible for taking the initiative in the matter in good time and for making a reference to Govt

3. The proposals of the Head of the Deptt should be submitted to Govt through the Audit Office

(4) The Audit Office should bring delays to the notice of Govt.

Print S.O

H Secretary 17/7

The Comptroller
The other Heads of Deptts
The Branches of the Secretariat.

17-7-16

Revised 16/8